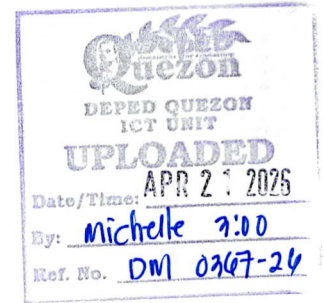




Republic of the Philippines
Department of Education
REGION IV-A - CALABARZON
SCHOOLS DIVISION OF QUEZON PROVINCE



16 April 2026

DIVISION MEMORANDUM

No. DM 0367, s. 2026

**GIRL SCOUT OF THE PHILIPPINES, QUEZON GIRL SCOUT COUNCIL
BASIC AND AGE LEVEL AND OUTDOOR LEADERSHIP COURSES**

TO: Assistant Schools Division Superintendents
Division Chiefs
Education Program Supervisors
Public Schools District Supervisors
Public and Private Elementary and Secondary School Heads
All Others Concerned

1. Girl Scout of the Philippines, Southern Luzon Region, Quezon Girl Scout Council will be holding the Basic and Age Level and Outdoor Leadership Courses on May 4-6, 2026 at Liwayway National High School, Mauban, Quezon.
2. Please be reminded that the participation to this activity is on voluntary basis and appropriate measures must be adopted to ensure the safety of the participants.
3. All DepEd personnel who will attend the activity and render services during weekends shall be given Service Credits and Compensatory Overtime Credits (COC) pursuant to DepEd Order No. 3 s. 2003 and CSC-DBM Joint Circular No. 2 s. 2024 based on the actual services rendered.
4. Attached is the letter from GSP Council Executive for your guidance and reference.
5. Immediate dissemination of this Memorandum is desired.


ROMMEL C. BAUTISTA, CESO V
Schools Division Superintendent

cid-ims/wfg/dmdg/04/16/2026

DEPEDQUEZON-TM-SDS-04-009-003



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GIRL SCOUTS OF THE PHILIPPINES
Quezon Girl Scout Council

10 April 2026

ROMMEL C. BAUTISTA, CESO V

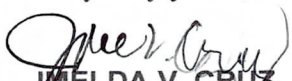
Schools Division Superintendent
Division of Quezon
Talipan, Pagbilao, Quezon
& GSP Council Commissioner for Administration

Dear Sir :


1. The Girl Scouts of the Philippines, Quezon Girl Scout Council happy to inform you that the DepEd Tayabas City approved the BASIC AND AGE LEVEL AND OUTDOOR LEADERSHIP COURSES on May 4-6, 2026 at Liwayway National High School, Mauban Quezon.
2. The objectives of this training are the following:
 - 2.a. develop positive values, leadership, camaraderie and willingness to serve;
 - 2.b. enhance knowledge, skills and strategies of the participants to actively contribute to the development and implementation of Girl Scouting Program in schools;
 - 2.c. contribute to the holistic development of learners through revitalization of girl scouting program;
 - 2.d. To learn and develop skills in the out-of-doors;
 - 2.e. Know how to live and work together as patrol and be responsible young adults;
 - 2.f. Prepare themselves to be tested and evaluate their potential as adult camper and
 - 2.g. Undergo testing camp to receive the campcraft certificate
3. Participants for the New Teachers/Non-Teaching Personnel
4. Registration Fee: Php1,800.00 inclusion of foods, materials and other miscellaneous expenses.
5. Things to bring: Official Uniform/GSP-polo shirt, personal belongings, sleeping garments
6. Schedule of Training:
 - i. Opening Ceremony: May 4 @ 9:00 a.m.
 - ii. Closing Ceremony: May 6 @ 2:00 p.m.
7. May we also request to grant the service credits for the teachers who will be attending the training per Dep Ed Order No. 53.s. 2003 entitled "Updated Guidelines on the Grant of Vacation Service Credits to Teachers".
 - a. **In line with this, may we seek for your approval re Trainers/Facilitators coming from Quezon DepEd Division they are:**
8. Chief Trainers
 - Basic: Mrs. Maria Amor C. De Luna – Lagalag Elem. School, Tiaong, Quezon
 - Outdoor: Mrs. Lorna I. Dato – Gumaca National High School
9. Assisting Trainers -
 - Mrs. Jane P. Umali (on-Test) – Hilirang Buli Elem. School
 - Mrs. Marianne T. Bucay – Anastacia Elem. School
 - Mrs. Mitchel Orijuela – Pitogo District
 - Mrs. Blesh Tolentino – Recto Memorial National High School
 - Mrs. Honeylet Amper – Atimonan 2
 - Mrs. Maria Cecilia Canales – Atimonan 1
10. May we also request to grant the service credits for the teachers who will be attending the training per DepEd Order No. 53.s. 2003 entitled "Updated Guidelines on the Grant of Vacation Service Credits to Teachers".
11. The deadline for list of participants will be on or before May 2, 2026.

Thank you so much for your support and approval.

Very truly yours,


MELDA V. CRUZ
Council Executive

Noted & Approved


ROMMEL C. BAUTISTA, CESO V
Schools Division Superintendent
Division of Quezon
Talipan, Pagbilao, Quezon
& GSP Council Commissioner for Administration